

**COUNCIL MEETING MINUTES**  
**ST. ANTHONY CITY COUNCIL MEETING – JANUARY 23, 2008**  
**CITY OF ST. ANTHONY, IDAHO**  
**420 NORTH BRIDGE, ST. ANTHONY, IDAHO**

**PRESENT:** Mayor Bill Beck, Councilmembers Garth Rose, Dee Rausch, Woody Andersen, Bryan Fullmer, Elva Powell, and Bryan Stoddard.

**ALSO PRESENT:** Police Chief Jim Smith, City Attorney Bill Forsberg, Supt. of Public Works Scott Butigan, City Clerk-Treasurer Taci Stoddard, City Auditor Scott Bond of Rudd & Company, and concerned citizens.

**AUDIT PRESENTATION:** Scott Bond, City Auditor of Rudd & Company, reviewed audited financial statements with the Council. They have issued a clean opinion, with nothing brought to their attention to indicate any problems. Bond reported there is an \$8,502 carry over in general fund, but as an auditor he recommends the City build up that up to \$100,000 reserve for the general fund, and to keep that in mind when planning budgets. Bond discussed the different funds and noted those with deficits, particularly the Industrial Park Fund, which needs to be reviewed to see if additional funds need to be transferred from the water and sewer funds. He reported the City is overall in a healthy financial position. A motion to accept and approve the audit made by Rose, 2<sup>nd</sup>, all in favor.

**BILL PAYMENT LIST & PROCEDURES:** The Council discussed procedures for the list of recurring bills. It was decided that each week's bills from the list would be reviewed and approved by the department head prior to being paid. Copies of those bills will be given to the Council for their information. A motion to approve the bill list with the stipulation that bills are reviewed by the appropriate department head and have them sign their approval made by Stoddard, 2<sup>nd</sup>, all in favor, motion carried. Mayor asked how council what to handle the bill paying procedures.

**UTILITY DEPOSITS:** City resident Jack Church expressed concerns to Councilmember about charging deposits to those residents with a good credit history with the City, and the current policy of holding the deposits until the resident moves. He feels this is unfair to those who have good credit, and that because the deposit can be held indefinitely that it becomes more of a donation than a deposit. Mayor Beck reported that the City has received the same complaint from many residents, and that the issue needs to be revisited by the Council. Current legal counsel by City Attorney Forsberg has recommended the City change the policy that if utility customers can show good credit history with the City or with another utility as deposit should not be required, and where deposits are required it should be held for a time (one year) and then returned with interest for those keeping good credit on their account with the City. A resolution is needed to address these proposed changes will be drafted by the City Attorney for a future Council meeting. Church and the Council also briefly discussed having a possible agreement with Landlords to keep services on when tenants move out.

**KENNEL LICENSING:** Lisa Widick discussed with the Council the needs to update the City current kennel license requirements and procedures. She would like to see better procedure that would indicate which neighbors approve or don't approve, not just getting 75% of the surrounding neighbor's signatures as now required. She also suggested increasing the fee, which may eliminate some people applying. She also feels a 3<sup>rd</sup> party should collect the signatures on the application so that neighbors aren't intimidated into signing their approval, and that notices of when the license will be before the Council be given to surrounding property owners. She recommended the animal control officer do an inspection of the property to see if it meets the requirement of the license and can accommodate the number of dogs they are applying for. She offered to assist the Council should they wish to form a committee to address licensing procedures.

**LEASING POLICE CARS:** A discussion was held with Chief Smith about leasing police cars to address current vehicle needs in the police department. Smith gave a status report on the current conditions of the cars. He is still trying to get final information, but it appears the cost will be \$28,000 to \$30,000 per year for five new cars on a five years lease. It is being looked at this time as the department is planning to not replace Don Powell's position as he retires at the end of January, which would allow for paying for the cars to be looked at internally within planning the department's budget. The lease would not have a payment until after the new fiscal year for 2009 which would begin October 1<sup>st</sup>, 2008. Council agreed they would like to have current financial figures to review and the final figures on the leases before making any decisions.

**WATER DEVELOPMENT FEE RESOLUTION:** Mayor Beck explained that after Schiess & Associates had presented the City with an analysis and figures of what the City should be charging for the Water Development Fee a recommendation was made, but it appears the wrong column was used on the worksheet, which makes costs to hook up to city services very high. The fee used was based on a ¾" line, but should have been based on a 1" line. To correct this error a resolution was presented to the Council based on the recommendations of the engineer. Councilmember Rausch read the resolution, and a motion to adopt was made by Fullmer, 2<sup>nd</sup>, all in favor, motion carried

**FILL MATERIAL FOR THE SOUTH SIDE GRAVEL PIT:** Mayor Beck discussed with Council the possibility of allowing companies to use the gravel pit to dump fill material such as concrete, gravel, and clean dirt to assist with filling up the pit for any development. He explained it would be an advantage whatever ending up being done with the property. Andersen recommended there be size limitation on what was dumped, so that compaction would be easier. Fullmer asked if there would be environmental concerns, and about regulating who would be dumping. Mayor Beck suggested that local contractors be contacted and inform them they would have a place to dump the items listed. Rose asked that the Council be given more time to think about it, and Fullmer asked the Mayor if he could find out if there is a need for a dumping facility for fill material.

**CITY OF PARKER DEVELOPMENT PROPOSAL:** Mayor Beck reported the City of Parker is looking at a development outside of Parker that would pump sewer to the City of Parker, and in turn end up in the City's wastewater facility. This presents a conflict with Schiess & Associates who has served as the City's engineer on the wastewater facility, as Schiess is the engineer for the developer. The Mayor recommended the City hire another engineer of the City's choosing at the developer's expense to review engineering information presented by Schiess & Associates. It would require nothing out of the City's pocket and the best interest of the City would be served. The Mayor would require a letter from the developer to agree to fund the review. He has also spoken with Forsgren Associates and they would be willing to contract with the City. A motion to authorize the Mayor to contract with Forsgren for the review made by Fullmer, 2<sup>nd</sup>, Rose opposed, all others in favor, motion carried. After the review the Council will need to make a decision about a will-serve letter for the proposed development.

**CROSSING GUARD:** The Mayor reported that in recent meetings with the school administrators and PTO representative about a Safe Routes to School Program one of the major concerns for all was the need to address the safety of the children crossing Bridge Street, especially at 4<sup>th</sup> North and Bridge and 3<sup>rd</sup> West and 4<sup>th</sup> North. At 3<sup>rd</sup> West it was suggested that it be made a 4-way stop. The school is currently using a crossing guard at that intersection. At Bridge and 4<sup>th</sup> North a stop light has been suggested many times, but because it is a state highway route, state highway traffic studies do not justify having a light. In the conversion it was discussed that it would be a good place for a crossing guard. The Mayor asked the Council for suggestions, and discussed who would have authority to stop cars, and whether some sort of certification would be required. It was discussed having the code compliance officer be the crossing guard in the morning hours, and hiring someone for the afternoon. It was agreed using the compliance officer part time would be looked into, and that an advertisement for a crossing would be done to see if someone would be interested in the position.

**WORK MEETING:** Councilmember agreed to a work meeting to be held February 7<sup>th</sup> at 7:00 p.m. to discuss planning and zoning procedures and budgeting.

**DOWNTOWN PROJECT:** The Mayor reported on a recent meeting with Economic Development Specialist Cathy Koon about the Mainstreet Program. It is a national program that Koon would like to see the City get involved with. Out of that meeting one of the issues that came up would be how to fund downtown improvements. One of the things discussed was doing an urban renewal district, which the Mayor explained to Councilmembers, that would provide tax increment financing that could be used for grants and project to improvement the downtown area. The Mayor asked the City Attorney if he would research information available about how that would be done.

Another issue is inadequate water lines for fire flow in the downtown area, which could be addressed as part of a Department of Commerce Community Development grant project in conjunction with the repaving of Bridge Street. Beck reported he has asked

Schiess & Associates to prepare a cost estimate to bring that area up to standards, so that information could be used for application of a block grant in November.

**SELLING AIRPORT PROPERTY:** Mayor Beck explained Neil Shupe, of Shupe Flying Service, a commercial operator at the airport, has plans to expand his business, and that it would be easier for him in getting financing if he owned the property he currently rents from the City. The Mayor asked the Council to think about it, as well as whether or not to allow people to put hangars in the industrial park. The Mayor asked Bryan Stoddard to serve on the review committee for the Industrial Park.

**UTILITY PAYMENTS WITH CREDIT CARDS & ELECTRONIC STATEMENTS:** The City Clerk presented information to the Council on costs for the City to begin accepting credit and debit cards for utility payments in the City office and through the City's website. Electronic statements were also some that could be provided. The Council agreed a survey be done in the City's next utility bill to determine if there would be enough interest by City customers that would make it worth the costs of offering the services.

## **MAYOR & COUNCIL REPORTS**

### ***MAYOR BECK***

The Mayor reported that one of the local television reports at the letter from PETA the city received was inaccurate. It referred to an incident that happened some time ago. The City had already begun moving toward using euthanasia for destroying animals prior to receiving the PETA letter. The local veterinarian has agreed to euthanize the animals for free for a time, until the City can prepare its own facility and be certified to do the procedure. It has been discussed to use the City's building at the wastewater facility. Chief Smith explained to the Council what would be involved in getting the proper licenses and certifications.

The Mayor also updated the Council on recent developments in negotiations with Fremont County on the impact area expansion. A formal request has been made, and the Mayor and City Attorney have been notified that the County agrees to negotiate and it will be directed to the respective planning and zoning committees. It was agreed the lawsuit against the County be dismissed when the letter is received.

There being no further business to come before the Council the meeting was adjourned at 10:05 p.m.

Attest:

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Willard D. Beck, Mayor

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Taci Stoddard, City Clerk-Treasurer